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Office Memorandum • UNITED STATES GOVERNMENT

TO : Personnel Director

DATE: 2 June 1952

FROM : Chief, Organization & Methods Service

SUBJECT: Change in Table of Organization for the Office of the Deputy Director (Administration).

The Assistant Deputy Director (Administration) has instructed that the following changes be made in the Table of Organization of the Deputy Director (Administration), such changes to be effective 8 June 1952:

a. Position No. 8 is to be up-graded from GS-14 to GS-15, the title to remain the same - Special Assistant to the Deputy Director (Administration).

b. A new position is to be opened for secretary-stenographer at the grade of GS-7.

c. The new incumbent of position No. 8 is being transferred from the General Support Unit, Position No. 27, which position will remain vacant for the present.

[REDACTED]

W. L. PEEL

FOIAb3b

cc: Comptroller
✓ Chief, Wage and Classification
Deputy Director (Administration)

[REDACTED]

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~~JOBS NO. BOX NO. FLD NO. DOC. NO. 5 NO CHANGE
IN CLASS/DECLASS/CLASS CHANGED TO: TS S RET. JUST.
NEXT REV DATE REV DATE 1/1/71 REVIEWER 54145 TYPE DOC. 01
NO. PGS. CREATION DATE ORG COMP 35 3517 ORG CLASS C
REV CLASS A REV COORD. AUTH: HR 70-3~~

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